

**CHICOPEE HOUSING AUTHORITY**  
Agenda for the  
**REGULAR MEETING OF THE AUTHORITY**  
To be Held at  
7 Valley View Court

**January 23, 2008**

**1. Roll call, Members of the Authority:**

Call to order at:

By:

Present:

Absent:

Chester Szetela ✓  
Ruth Vanderlick ✓  
Brian Hickey ✓  
Charles Swider ✓  
Bruce Socha ✓

Also in attendance were the following: Secretary James Lynch, Assistant Executive Director, Patricia Murry, Modernization Coordinator Donald Dunn, Maintenance Operations Manager David Dymek and Carmen Estrada, Recording Secretary

**2. Tenant Organization Input**

**3. Reading of the Minutes of the Meeting held on December 12, 2007.**

**4. Reading of the Correspondence.**

**5. Payment of the Bills**

A tabulation of those bills to be paid is contained in the Member's folders

**6. Committee Reports.**

The Director of Finance has provided the following reports:

- E. The Authority is in receipt of an invoice in the amount of \$11,720.00 from the firm of Kurtz, Inc. for their services related to window and sliding door replacement at the Fairhaven Apartments, Project 667-6. this invoice is in accordance with the terms of their contract.

Motion to pay.

- F. The Authority is in receipt of a Certificate of Final Completion and final invoice in the amount of \$4,108.00 from the firm of Five Star Remodeling and Construction for their services related to the installation of sliding doors and windows in the first and second floor apartments at the Fairhaven Apartments, Project 667-6. this document is submitted in accordance with the terms of their contract, their work has been satisfactorily completed.

Resolution required.

- G. The Authority is in receipt of an invoice in the amount of \$31,050.00 from MHA, Inc. for their services related to the Tenancy Preservation Program. This invoice is in accordance with the terms of their contract.

Motion to pay.

- H. The Authority is in receipt of an invoice in the amount of \$5,400.00 from the firm of Weston & Sampson Engineers, Inc. for their services related to the design of underground pipe replacement and site improvements at the Leo P. Senecal Apartments, Project 200-1. This invoice is in accordance with the terms of their contract.

Motion to pay subject to DHCD approval.

- I. The Authority is in receipt of two invoices, in the amounts of \$4,285.77 and \$5,360.75 respectively, from the firm of Hassett & Donnelly P.C. for their services related to the DHCD retained risk program. These invoices are in accordance with the terms of their contract.

Motion to pay subject to DHCD approval.

- J. ✓ The Authority is in receipt of an invoice in the amount of \$720.00 for participation in the Section 8 Centralized Waiting List administered by MassNAHRO. Approval of this payment is recommended.

Motion to pay.

- K. ✓ The City of Chicopee Office of Community Development has issued their annual request for proposals for the use of CDBG funds. The Board may wish to consider items for inclusion in an application.

- L. ✓ The Department of Housing and Community Development has posted a schedule of public hearings to elicit public comment on their annual plan. A copy of their public notice is contained in the Member's meeting folders.

- M. Any other new business to come before the Board.

**9. ADJOURNMENT**

**The next REGULAR MEETING of the CHICOPEE HOUSING AUTHORITY  
will be held on February 13, 2008**